

December 5, 1988

CD-88-19 (MC)

Dear Manufacturer:

Subject: Instructions for Motorcycle Certification

Enclosed are instructions for the preparation and submission of applications for certificates of conformity for 1990 model year motorcycles. These instructions are similar to those used for the 1987 through 1989 model years and their use is optional. Any application which includes all of the necessary information will be acceptable.

The appendix section of the new instructions has been expanded to include information on the submission of certification data in a form which expedites entry into the EPA computerized data base. This information is an updated version of guidance that was provided on August 15, 1988 as an enclosure to manufacturer letter CD-88-11.

The enclosed instruction do not require the submission of all of the information specified in the regulations in 40 CFR, Part 86, Subparts E, F and, Q. Information specified in the regulations but not included in the instructions must be maintained in the applicant's files to be provided to EPA upon the receipt of a specific request.

The information requested in these instructions and submitted in the application must be kept up-to-date during the associated production period by the submission of the appropriate revised pages.

Any questions or comments regarding these instructions should be directed to Thomas Snyder (313) 668-4205.

Sincerely,

Robert E. Maxwell, Director
Certification Division
Office of Mobile Sources

Enclosures

8442b

INSTRUCTIONS
FOR THE
PREPARATION AND SUBMISSION
OF
APPLICATIONS FOR CERTIFICATES
OF CONFORMITY
FOR
1990 AND LATER
MODEL YEAR MOTORCYCLES

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Issue Date:

MC-INSTR:11-30-88

This information collection has been approved by OMB (Control No. 2060-0104). Public reporting burden for this collection of information is estimated to average 975 hours per engine family, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Chief, Information Policy Branch, PM-223, U.S. Environmental Protection Agency, 401 M St., S.W., Washington, D.C. 20460; and to the Office of Management and Budget, Washington, D.C. 20503.

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Chapter 1

Introduction

The purpose of these instructions is to provide guidance regarding the preparation, submission, and revision of applications for certificates of conformity to the Federal regulations which govern exhaust emissions from 1990 and later model year motorcycles. Detailed specifications regarding the information which must be provided and suggestions concerning the organization and submission of this information are presented. The preparation of applications for the certification of small-volume product lines with projected sales of less than 10,000 units is specifically addressed in Chapter 4.

An application which is prepared in accordance with these instructions is EPA's principal source of information regarding the product line which is to be certified. This information provides the primary basis for the determination of compliance with emission control regulations. Therefore, the application must be complete and accurate when it is submitted. After it is submitted, it needs to be kept current by the submission of the necessary updating material.

The information specified in these instructions does not include all of the data and records which are specified in 40 CFR, Part 86, Subparts E and F. The material which is not specified in the instructions must be retained in the applicants' files to be provided to EPA upon the receipt of a specific request.

Chapter 2

General Instructions

This chapter provides general instructions regarding the preparation, submission, and revision of an application.

2.1 Letter of Intent

Under the certification protocol which will be implemented, the application for a certificate of conformity is not submitted until all phases of the certification program, including all testing, have been completed. This protocol eliminates the delays that would be incurred if interaction with EPA was necessary at the various intermediate stages of the applicant's certification program but it impairs EPA's ability to set up schedules and formulate plans which will help facilitate a timely response to the applicant's requests for assistance and approval. Therefore, the applicant is encouraged to submit a letter of intent to EPA before the application is submitted. The basic information relating to each engine family to be certified, such as the identifying family name and the anticipated date when the request for a certificate will be submitted. The inclusion of any other general information, such as the anticipated carryover of test data from previously certified test vehicles, is recommended. The submittal of such a letter of intent should not be delayed until all information is completely finalized. Best estimates, when finalized data are not available, can be used. However, if significant changes in the anticipated certification program, such as the deletion or addition of an engine family, are made after the submission of a letter of intent, a letter which updates the previously submitted information should be forwarded to EPA.

2.2 Terminology

Certain terms contained in the application instructions have unique connotations to assist applicants in meeting EPA's requirements for information. These unique connotations are defined in 40 CFR Part 86.

2.3 Structure of the Application

The recommended structure of the application for certification is divided into the following sections:

1. Communications
2. Statement of Confidentiality
3. [Reserved]
4. [Reserved]
5. [Reserved]
6. Maintenance and Warranty
7. Labeling
8. General Technical Description

9. [Reserved]
10. Engine Family Descriptions
11. [Reserved]
12. Test Vehicle Information
13. [Reserved]
14. [Reserved]
15. [Reserved]
16. Request for Certificate

Chapter 3 of these instructions specifies the precise contents of each of these sections.

The division of the application into sections reflects the fact that the elements of information within the application vary widely in their relevance and applicability to the applicant's product line or certification program as a whole. The data required by Section 10 (Engine Family Descriptions), for example applies to a single engine family; a description of a carburetor in Section 8 (General Technical Description) would pertain to all vehicles and engine family/exhaust emission control system combinations that would be equipped with that carburetor during a particular model year; the discussion of Maintenance and Warranty (Section 6) would apply to the applicant's entire certification program and product line for one model year. The suggested format groups together in Sections 1 through 8 the "general" information that applies broadly to the entire product line or certification effort; Sections 9 through 15 provide information which are specific to particular test vehicles or engine families; Section 16 is a summary of the data required to substantiate that the new vehicles comply with Federal emission standards (Ref: 40 CFR 86.410-80).

2.4 Size and Form of the Application

All applications should be presented in the English language, on 8-1/2 inch by 11 inch paper, or a reasonable equivalent, and be bound in a looseleaf cover of the same approximate size. Divider pages should be used to separate the recommended application sections from one another.

2.5 Referencing

Referencing permits a reduction in the size of the application by minimizing duplication and redundancy. In many of the applications that were submitted in previous model years, identical information which was applicable to several engine families was reproduced in several different places. "Referencing" makes use of a single description to cover all instances within the application where that information may be necessary to eliminate such needless repetition.

Applicants are encouraged to reduce duplication by referring to the location of a unit of information's first submission whenever access to that information is required, rather than needlessly reproducing identical data. In essence, the concept of referencing reduces paperwork by encouraging the applicant to submit a unit of information only once for each model year. Referencing across model years is not allowed with the exception that applicants may reference Test Vehicle Information. Section 12. across model years. The applicant must have submitted Section 12 in a separate binder in order to reference across model year.

Applicants should be wary, however, of applying the referencing concept too freely and

producing an application whose every page is a bewildering network of allusions to other pages of the application. Such overuse of referencing would generate a document that, although free of repetition, could not be reviewed without large amounts of inefficient crosschecking and page-turning. Applicants should consequently exercise good judgment to prevent taking the referencing concept to unproductive extremes.

2.6 Page Numbering

Each page number should include the respective section number, e.g., 02-2 (section 02.00.00.00 -page 2), 08.01.01-15 (section 08.01.01.00 -page 15), 05.01-9 (section 05.01.00.00 -page 9). The detail of the indexing system which is used in page numbering should be based upon the amount of information contained in a given section. In section 02.00.00.00, there is not a large enough volume of information to support a finer breakdown; however, in section 08.01.00.00 there may be many pages of carburetor description as well as fuel injection description so it may be appropriate to use three levels of indexing in the page number (even four may be appropriate if there are a number of carburetors to describe). It is up to the applicant to decide what type of detail is appropriate for his application. Some provision, such as the use of decimal numbers, should be made for adding a new page with new or supplemental data without disturbing the numbering of the other pages in a particular section, e.g., 02-2.1.

For sections that are specific to a particular engine family (e.g., 10.00.00.00, 16.00.00.00), the page numbering system should include the name of the appropriate engine family to avoid confusion in handling many pages of similar format, e.g., 10-DKA100044A7 (for engine family DKA100044A7). For purposes of page numbering, the standardized engine family name (see Appendix Section-I) may be abbreviated by deleting the model year and manufacturer characters, which would be common to all of a manufacturer's engine families for a given model year, and the check-sum digit, e.g., 10-100044A-2. Further abbreviation is permissible as long as the resulting designation is sufficient to identify the engine family uniquely within the application. If displacement and the "uniqueness digits" constitute a distinctive abbreviation for the family name, for instance, then 10-1000A would be an adequate page number. Applicants who wish to use abbreviated family names shorter than seven characters should clearly indicate on the divider page that precedes the engine family information the abbreviation to be used; all such abbreviations should be summarized in a table at the beginning of Section 10.00.00.00.

2.7 Indexing

The format recommended in these instructions assigns a unique eight-digit code to every element or unit of certification data contained within the application. Each code consists of four two-digit pairs, such as 10.03.01.03, with each successive pair indicating a more precise and specific level of description. Hence, in this example, the 10 refers to engine family descriptions; the 03 refers to the fuel system (one of the individual engine parameters); the 01 refers to carburetor, and the 03 refers to calibration.

The table on pages 2-5 and 2-6 sets forth all codes which can be used within an application for certification. Some of these codes include two-digit pairs whose value is double zero (00, as in Carburetors--08.01.01.00). The presence of the double zero pair indicates that one available level of the indexing scheme has not been assigned by EPA. Designations at this level can and should be assigned by applicants, however, if distinctions at this level of precision need to be drawn. If an applicant needs to provide general technical descriptions of two kinds of carburetors, for example,

the pertinent sections of the application could be labeled 08.01.01.01 and 08.01.01.02.

All submissions of certification data, should be structured according to the indexing order outlined below. Page numbers should also reflect this order, as is specified in Subpart 6 of Chapter 2 on page numbering. It is not strictly necessary to tag information within the pages of the application with their corresponding codes, if it is always clear what kind or element of data is being presented or described.

SECTION NO, TITLE

01.00.00.00 COMMUNICATIONS

01.00.00 Mailing Information

.01.00 EPA Liaison Representative in the U.S.

.02.00 Representative in Foreign Country

.03.00 Certificate Information

02.00.00.00 STATEMENT OF Confidentiality

03.00.00.00 RESERVED

04.00.00.00 RESERVED

05.00.00.00 RESERVED

06.00.00.00 Maintenance AND WARRANTY

.01.00.00 Owner's Manuals

.02.00.00 Emission System Warranty Statement

.03.00.00 Altitude Performance Adjustments

07.00.00.00 LABELING

08.00.00.00 GENERAL TECHNICAL DESCRIPTION

.01.00.00 Fuel Systems

.01.00 Carburetor

.02.00 Fuel Injection

.02.00.00 Ignition System

.03.00.00 Superchargers or Turbochargers

.04.00.00 Emission Control Systems

.01.00 Crankcase

.02.00 Engine Modification

.03.00 Air Injection

.04.00 Other

.05.00.00 Auxiliary Emission Control Devices

.06.00.00 Emission Control Warning Devices

09.00.00.00 RESERVED

10.00.00.00 ENGINE FAMILY DESCRIPTIONS

(See Chapter 3 for details regarding
the preparation of this section of the

application)

11.00.00.00 RESERVED

12.00.00.00 TEST VEHICLE INFORMATION

- .01.00.00 Zero Kilometer Validation Data
- .02.00.00 Emission Test Results
- .03.00.00 Maintenance Logs
- .04.00.00 Engineering Reports

SECTION NO. TITLE

13.00.00.00 RESERVED

14.00.00.00 RESERVED

15.00.00.00 RESERVED

16.00.00.00 REQUEST FOR CERTIFICATE

- .01.00.00 Statement of Compliance
- .02.00.00 Emission Data Summary
- .03.00.00 Certificate Information
- .04.00.00 Production Engine Parameters
 - .01.00 Parts List
 - .02.00 Production Tolerances
 - .03.00 Quality Control Information

2.8 Standardized Engine Family Names

Applicants are strongly encouraged to use the standardized family naming system which is illustrated on Appendix Attachment-1.

2.9 Submitting the Application

Submission of the application is made after testing is completed and the application is in final form. One copy should be forwarded with a letter of transmittal to:

Director Certification Division
Office of Mobile Sources
U.S. Environmental Protection Agency
2565 Plymouth Road
Ann Arbor, Michigan 48105

A duplicate copy of the application should be forwarded to:

Director (EN-340)

Manufacturers Operations Division
U.S. Environmental Protection Agency
401 M. Street, S. W.
Washington, D. C. 20460

2.10 Revising the Application

After the application has been submitted, revisions may become necessary. The material which needs to be submitted depends upon whether or not a revision involves a product line change that may have an effect on emissions.

If a revision merely corrects an error or omission and does not involve a product line change which may have an affect on emissions, only a brief description or explanation of the revision and the revised application pages are submitted.

If a revision involves a product line change which may have an affect on emissions, a Certificate Change Request must be submitted along with a description of the revision and the revised application pages.

Many applicants in the past have followed a practice of identifying successive running changes with a number which includes the family designation and model year of the vehicle being affected. (For example, the number of the first running change in the 1985 model year for the ABC family might be 85-ABC-01.) This practice has proved to be quite useful and is highly recommended.

Each page of the application should include a revision block which provides space for the date of issue as well as the effective date of each revision.

Revision No.:

Revision Date:

Chapter 3

Preparing the Application

This chapter presents recommendations for preparing the sections of the application for certification in a manner that will ensure that the needs of EPA will be met. Careful adherence to these recommendations and the submission of all required data will greatly expedite the review process.

3.1 Communications (Section 01.00.00.00)

This section of the application should contain information concerning:

(a) Routine Communications

The names, addresses, and telephone numbers of all technical representatives who are authorized to communicate with EPA should be provided.

(b) Receipt of Advisory Circulars and Other Technical Information

The name and address of the representative who is to receive the information should be provided. If the information is normally received through some organization (e.g., Motorcycle Industry Council, Inc.), the fact should be noted so that unnecessary duplicate distribution can be avoided. If the information is to be picked up by couriers rather than mailed, this fact should be noted.

(c) Receipt of Certificates of Conformity

The name and address of the representative who is to receive the certificate should be provided.

At the beginning of a new model year certification program EPA will assume that the Communications information provided in the applicant's previous model year application for certification is still applicable. To assure EPA's continued ability to communicate without inconvenience or delay, the applicant should keep EPA informed of any substantive change that may occur to the Communications information prior to the submission of the application for certification. If the applicant has not applied for certification, the communication information should be submitted as soon as possible, preferably well in advance of the submission of the application.

3.2 Statement of Business Confidentiality (Section 02.00.00.00)

Section 208(b) of the Clean Air Act requires (1) the Administrator to disclose to the public all non-trade secret information and keep trade secret information confidential and (2) the person who has submitted the information claimed to be confidential to make a satisfactory showing that the information in question would divulge trade secrets, if disclosed. If an applicant fails to make a claim the information in the application may be made available to the public without further notice to the applicant.

Confidentiality claims and substantiating information are to be included with the data for which confidential status is requested at the time of submission to EPA. For information for which confidential treatment is desired, the following questions need to be addressed:

1. Which information in the application for certification is considered to be entitled to confidential treatment until model introduction?
2. Which information in the application for certification is considered to be entitled to

continuing confidential treatment after model introduction?

3. To what extent has the information been disclosed to others, and what precautions were taken with respect to these disclosures?
4. Is the information available to the public through legitimate means?
5. Can the information be derived from a detailed engineering inspection of the motor vehicle model in question or from information already public once the model is offered for public sale?
6. Would disclosure of the information be likely to result in substantial harm to the applicant's competitive position? If so, a detailed discussion regarding what the harmful effects would be, why the effects would be substantial, and the nature of the casual relationship between disclosure and the harmful effects must be presented.

Complete answers to these questions must be supplied for all information which is claimed to be confidential. The EPA General Counsel will make a final determination on the claim partly on the supporting data which are provided.

Information which is submitted in substantiation of a confidentiality claim may be claimed to be confidential in its own right. If the information pertains to the confidentiality claim, is not otherwise possessed by EPA, and is marked, when received by EPA, as "trade secret," "proprietary," or "company confidential," it will not be disclosed by EPA without the applicant's consent unless disclosure is ordered by a Federal court. If no claim accompanies this substantiation information when it is received by EPA, it may be made available to the public without further notice to the applicant.

To facilitate reproduction for release purposes, trade secrets should not be included on the same page as information which is available for public release. Also pages containing trade secret information should be clearly identified as "TRADE SECRET," "PROPRIETARY," or "CONFIDENTIAL."

3.3 Reserved (Section 03.00.00.00)

3.4 Reserved (Section 04.00.00.00)

3.5 Reserved (Section 05.00.00.00)

3.6 Maintenance and Warranty (Section 06.00.00.00)

40 CFR 86.412-78 specifies that:

At the time of issuance, a copy of the vehicle owners manual and emission system warranty which will be provided to the ultimate purchaser is to be submitted to EPA.

In addition, the emission warranty which will be provided to the ultimate purchaser is to be provided to EPA.

3.7 Label Format (Section 07.00.00.00)

A copy of each label (either the actual label, a photograph, or a drawing) to be used to comply with 40 CFR 86.413-78 must be submitted. A photograph or a written description of the location of the label on the vehicle for each model certified must also be submitted.

3.8 General Technical Description (Section 08.00.00.00)

This section should be a reference book for Section 10.00.00.00. When-ever an explanation greater than a few words or a line is required in this section, a narrative explanation should be contained in Section 08.00.00.00. Similarly, whenever the configuration of a component needs to be shown, the drawing or schematic can be presented in Section 08.00.00.00.

Information, such as an emission control system feature (Sec. 10.06. 02.00), which does not differ within or among engine families, will appropriately be listed in Section 08.04.00.00 and then referenced for each family to eliminate duplication.

3.9 Reserved (Section 09.00.00.00)

3.10 Engine Family Descriptions (Section 10.00.00.00)

The information submitted determines how the applicant's product line is subdivided into separate engine families.

When an application includes a number of engine families which share common characteristics, referencing should be used to avoid the submission of redundant information. The submission of much of this information may be eliminated by referencing a particular engine family. For example, if a manufacturer wishes to certify families A, B, and C, each of which differ by one or more parameters, the applicant can submit all the required information on engine family A and then submit a single page for engine families B and C with a statement stating that these families are identical to engine family A except for the listed differences.

This concept can be enlarged where certain sections of an engine family may be different but would benefit from the use of referencing. Discretion will have to be used, however, to ensure that this procedure is used in cases where there are few enough differences to make it an effective tool.

SECTION NO, TITLE

- 10.01.00.00 Common family parameters
 - .01.00 Block configuration
 - .01 Number of cylinders
 - .02 Cylinder head configuration (specify OHV, OHV/OHC, etc.) (Four Stroke only)
 - .03 Type of cooling (air, water)
 - .04 Cylinder arrangement (Inline, 90 Vee, etc.)
 - .02.00 Combustion cycle (four-stroke cycle, two-stroke cycle, etc.)
 - .03.00 Method of aspiration (natural, supercharged, etc.)
- .02.00.00 Individual engine parameters (physical)
 - .01.00 Displacement (cc)
 - .02.00 Bore and stroke (mm)
 - .03.00 Advertised or rated kW @ RPM *
 - .04.00 Advertised or rated torque Nm @ RPM
- .03.00.00 Individual engine parameters (Fuel system)
 - .01.00 Carburetor
 - .01 Number of Carburetors
 - .02 Number of venturis per carburetor
 - .03 Calibration and range of adjustment
 - .04 Description
 - .02.00 Fuel Injection
 - .01 Basic Type (e.g., mechanical, electronic, timed, continuous)
 - .02 Point of injection (e.g., manifold, throttle body)
 - .03 Calibration and range of adjustment
 - .04 Description
- .04.00.00 Individual engine parameters (Ignition system)
 - .01.00 Basic ignition timing and range of adjustment
 - .02.00 Advance or retard calibration
 - .03.00 Description
- .05.00.00 Individual engine parameters (Supercharger or turbocharger)
 - .01.00 Type (centrifugal, roots, etc.)
 - .02.00 Calibration (if applicable)
- .06.00.00 Individual engine parameters (emission control system)
 - .01.00 Crankcase emission control system? (yes or no)
 - .01 Calibration
 - .02 Description
 - .02.00 Exhaust emission control system
 - .01 List all emission control system on engine
 - .02 Description of each emission control system
 - .03 Calibration of each emission control system
 - .03.00 Auxiliary emission control device (AECD)
 - .01 List all AECD used on engine
 - .02 Describes in detail each AECD
 - .03 Calibration of each AECD

- .04.00 Evaporative emission control system used? (yes or no)
- .05.00 Emission control related warning device description

* Indicate whether net or gross, and specify method of measurement, e.g., 25 kw @ 7,000 RPM, SAE net

SECTION NO. TITLE

10.07.00.00 Individual Vehicle Parameters

- .01.00 Transmission
 - .01 Type (e.g., manual, automatic, semi-automatic)
 - .02 Gear ratios
 - .03 Overall drive ratios (expressed in N/V)
- .02.00 Vehicle mass or vehicle mass range
- .03.00 Optional equipment

3.11 Reserved (Section 11.00.00.00)

3.12 Test Vehicle Information (Section 12.00.00.00)

The test vehicle information section should be submitted in a separate looseleaf binder. Divider pages should be used to separate the test vehicles. This test vehicle information will remain in EPA files so that applicants may reference this information across model years when carryover of test vehicle is desired. Applicants may add test vehicles to this section at anytime during the certification model year or during any later certification model year.

3.12.1 Zero-Kilometer Validation Data

All test engine/vehicle data must be documented. The required documentation involves the engine and vehicle; engine emissions-related components, such as carburetors, electronic fuel injection, ignition, vehicle weight, and driver ratio; all emission control components such as PCV value, EGR values, air pumps, and catalytic devices,; and auxiliary emission control devices such as timers, delay values and attenuators. The data which must be recorded include part numbers, serial numbers or other identifying markings, and where applicable, flow curves or the results of other types of performance checks.

3.12.2 Emission Test Results

The data which are obtained from each emission test that is performed must be recorded and submitted.

3.12.3 Maintenance Information

All maintenance, scheduled and unscheduled, performed on a certification vehicle must be

recorded.

3.12.4 Engineering Reports

When unscheduled maintenance is performed on a certification engine/vehicle an engineering report must be submitted. [Ref: 40 CFR 86.431-78(c)]

3.13 Reserved (Section 13.00.00.00)

3.14 Reserved (Section 14.00.00.00)

3.15 Reserved (Section 15.00.00.00)

3.16 Request for Certificate (Section 16.00.00.00)

3.16.1 Statements

Statements of compliance with 40 CFR 86.408-78(a)(1) and (2) (ref. Advisory Circular No. 76), and 40 CFR 86.437-78(a)(1) and (2) must be provided.

3.16.1 Deterioration Factor Summary

The deterioration factors, and the data used in their calculation, for each displacement and engine-control system combination must be submitted.

3.16.2 Certification Information

The applicable information which is required in Attachment 2 of the Appendix must be submitted using the exact forms or format to facilitate the inclusion of this information in the EPA data base.

3.16.3 Production Part Numbers

Supply a list of all emission control related component part numbers. Include both the manufacturer's part number and any vendor's part number if used to identify the part or parts.

3.16.4 Production Vehicle Parameters

Production calibration data (showing tolerance limits) need to be included for each

calibration of carburetor (or fuel injection systems), distributor, automatic choke, AECD, EGR, turbocharger etc., which is available within the product line. Each set of data and calibration should be identified by:

- a. Engine family
- b. Engine displacement
- c. Engine code
- d. Fuel system

Each calibration and set of production tolerance limits shall also indicate (1) any differences from tolerance limits previously included in the application and (2) any special points at which all production pieces are checked and/or adjusted. For example, all carburetors are flow checked and air/fuel ratio adjusted at 2 and 6 pounds per minute air flow and checked at 4 and 30 pounds per minute air flow. Applicants should also indicate the percentage of production pieces checked and/or adjusted.

Describe sampling technique, i.e., how "production" tolerances are determined and how tolerance bands are used. For example, a 100 percent check, with rejection of all pieces outside of bands, a 2 percent audit of production, or a batch sampling technique.

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For any production curve or calibration referenced in this section that is identical in all respects to an engineering curve or calibration previously included in this application, reference to the curve number and latest revision date in this section can be made in lieu of resubmitting the curve or calibration.

Alternatively, the applicant may provide an unqualified statement such as the following, defining the tolerances expected to apply to production vehicles:

This application for certification identifies and describes those vehicles to be covered by the certificate(s) of conformity issued by EPA, and this application for certification covers only those new motor vehicles to be produced by (company name) which conform, in all material respects, to the design specifications (including tolerances) which are contained herein.

Chapter 4

Requirements for Small-Volume Applicants

4.1 Introduction

Small volume applicants (total projected U.S. sales for the model year are less than 10,000 units) are required to prepare and maintain the information listed in the first three chapters of this document and to keep this information in their files. However, only the information specified in 4.2 below should be submitted to EPA.

4.2 Submission Requirement

Small-volume applicants should submit only the following items to EPA.

1. Communication information including the name and address of the manufacturer;

the name and address of the importer, the names, addresses, and telephone numbers of individuals authorized to communicate with EPA and of individuals responsible for certification.

2. Vehicle description information including a brief description of the vehicles to be covered by the certificate. The manufacturer's sales data book or advertising, including specifications, can be submitted to satisfy this requirement.
3. Statement of compliance information as specified in 40 CFR 86.437-78(b)(1)(ii), need to be submitted.
4. Certificate information including the following:
 - A. The person to whom the certificates should be mailed.
 - B. The corporate name that should appear on the certificate.
 - C. The engine family designations that should appear on the certificate.
5. Owners manuals and service or shop manuals (as soon as they become available).

This information should be submitted with a letter of transmittal to:

Director
Certification Division
U.S. Environmental Protection Agency
2565 Plymouth Road
Ann Arbor, Michigan 48105

A duplicate copy should be submitted to:

Director (EN-340)
Manufacturers Operations Division
U.S. Environmental Protection Agency
401 M Street, S.W.
Washington, D.C. 20460

APPENDIX

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Certification Information Sheets-----	Attachment-2

ATTACHMENT 1

EPA Standardized Family Names

EPA STANDARDIZED FAMILY NAMES

BACKGROUND

The EPA standardized family names identify the model year and manufacturer and provide essential information regarding each family. The use of the standardized family names facilitates the review process and minimizes errors when the data are entered into the EPA computer data base.

The family names are based on the use of a sequence of letters and numbers which provide the specific items of information. Eleven characters are used for motorcycle engine families as follows:

Character	Motorcycle Information Item
-----------	-----------------------------

1	Model year (see Table 1)
---	--------------------------

2	Letter code describing manufacturer (see Table 2)
---	---

4, 5, 6, & 7	Displacement in cubic centimeter's
--------------	------------------------------------

- 8 Number of strokes (2 or 4, 1 for rotary)
- 9 Number of carburetors
- 10 Letter code to make first 10 digits unique (any letter except
for I, O, Q, S, U and V)
- 11 Check sum digit

Example--A 1980 Suzuki GS1000E would be designated as:

A SK 0997 4 4 A 7

A = MY 1980

SK = Suzuki

0997 = 997 cc's

4 = 4 stroke

4 = 4 carburetors

A = uniqueness digit

7 = check-sum digit (Method of determining is shown
on next page)

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Check-Sum Digit (CSD)

A check-sum digit is used in codes as a means of checking that the characters entered are correct. For example, in university courses, the registration code for Math 321 Section 4 might be 456-321-4-5 (456 = Math). The S is tacked on the end so that the sum of all the digits is evenly divisible by some arbitrary number, in this case 10 (i.e., $4 + 5 + 6 + 3 + 2 + 1 + 4 + 5 = 30$, which is divisible by 10). Thus a transcription error such as 466-321-4-5 would be flagged by a computer program. If the codes are alpha-numeric, then a computer program will also have to convert the alphabetical characters to numerical values.

Error checking with a CSD can be made more effective if different weights are applied to the characters. For example, character 1 might be multiplied by 9, character 2 by 8, and so forth. the CSD would be determined by adding the products and then dividing by some arbitrary number. This method would help catch transposition errors that would not be detected by the straight sum method. In the example shown, if the number were entered as 456-312-4-5

(the 1 and 2 being switched), and the digits were added separately, the computer would accept it since the sum is still equal to 30. However, if the characters were weighted, the sums would be different if two characters were switched.

Method of Determining CSD

Step 1. Assign to each number in the ef code its actual mathematical value and assign to each letter the value specified below:

A = 1	J = 1	T = 3
B = 2	K = 2	U = 4
C = 3	L = 3	V = 5
D = 4	M = 4	W = 6
E = 5	N = 5	X = 7
F = 6	P = 7	Y = 8
G = 7	R = 9	Z = 9
H = 8	S = 2	decimal pt =

1

Step 2. Multiply the assigned value for each character in the ef code by the weight factor specified for it below:

Weight Factor

1 st	10
2 nd	9
3 rd	8
4 th	7
5 th	6
6 th	5
7 th	4
8 th	3
9 th	2
10 th	

Step 3. Add the resulting products and divide the total by 11. The remainder is the CSD. If the remainder is 10, the CSD is X.

Example 1: Determine the CSD for the Suzuki example ASK099744A.

A S K 0 9 9 7 4 4 A

Assigned Value 1 2 2 0 9 9 7 4 4 1

Weighted Value 10 9 8 7 6 5 4 3 2 1

Products 10 18 16 0 54 45 28 12 8 1

Sum of Products = 192

Divide by 11 = 17 + 5/11

CSD=5

Therefore, engine family code is ASK099744A5.

TABLE 1.

PROPOSED SUBCODES FOR MODEL YEAR

Year	Code		
1980	A	1996	T
1981	B	1997	V
1982	C	1998	W
1983	D	1999	X
1984	E	2000	Y
1985	F	2001	1
1986	G	2002	2
1987	H	2003	3
1988	J	2004	4
1989	K	2005	5
1990	L	2006	6
1991	M	2007	7
1992	N	2008	8
1993	P	2009	9
1984	R	2010	A
1995	S	2011	B

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TABLE 2.

PROPOSED SUBCODES MANUFACTURER OF MOTORCYCLES

Code	Manufacturer
BJ	Bajaj
BM	BMW
CG	Cagiva
DM	Ducati
HD	Harley-Davidson
HN	Honda
KA	Kawasaki
KT	KTM
MG	Moto Guzzi
ML	Moto Laverda
MM	Moto Morini
MC	OMC Lincoln
SK	Suzuki
YA	Yamaha

ATTACHMENT 2

Certification Information Sheet

USE OF THE EPA COMPUTERIZED SYSTEM
FOR PROCESSING
GASOLINE FUELED MOTORCYCLE
CERTIFICATION DATA

ENVIRONMENTAL PROTECTION AGENCY
OFFICE OF MOBILE SOURCES
CERTIFICATION DIVISION
2565 PLYMOUTH ROAD
ANN ARBOR, MICHIGAN 48105
(313) 668-4200

Issue Date:

MCCDF: 11/16/88

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CHAPTER 1 -INTRODUCTION

Motorcycle Computer Data Base Details

A computerized system has been established for storing and processing motorcycle certification information. The effective use of the system involves the following manufacturer actions and resultant EPA reactions:

1. The manufacturer uses standardized hard copy data entry forms to provide new information, or revised information, regarding (a) the initial certification of an engine family or (b) the subsequent implementation of a running change applicable to that family.
2. EPA enters the submitted information into the computer data base to generate output reports which are forwarded to the submitting manufacturer for confirmation.
3. The manufacturer confirms the accuracy of the reported information, or if revisions are necessary, submits new data entry forms with the correct information.
4. EPA reviews the confirmed reports, and if all certification requirements are satisfied, uses the computer to (a) generate the requested certificate of conformity, or (b) document the implementation of the reported running change.

Data Entry Form Details

The Certification Information Sheets (CIS)

The hard copy data entry forms which the manufacturer uses for the submission of certification information are called "Certification Information Sheets" (CIS).

Spaces are provided on the CIS for each item of required information. Each space is subdivided into individual blocks in which the applicable letters and/or numbers can be entered. When more blocks are provided than are needed for a specific item of information, any group of sequential blocks can be used without regard to whether the entry of data is started to the left or the right of the allotted space. The actual entry of the information can be accomplished by any means which provides adequate legibility.

The same type of CIS is used for (a) providing new information, or (b) revising information which is already in the data base. When a CIS is used to revise previously submitted information, entries are needed only in connection with (a) the identifying blocks at the top of the form and (b) the specific data blocks that are applicable to the items of information which require revision.

Two different forms are used: the "Family Information Sheet" and the "Test Information Sheet."

The Family Information Sheet

One Family Information CIS is submitted for each engine family to provide information which identifies and characterizes the subject engine family. The specific items of information which are entered on the family CIS include:

- The manufacturer's corporate name

- The manufacturer's designation for the engine family

- The EPA standardized name for the family

- The specified physical characteristics of the family

The Test Information Sheet

One Test Information sheet is submitted for each tested model or calibration to provide information which confirms compliance with the applicable emission standards. The specific items of information which are entered on the test CIS include:

- The engine family name

- The identification of the model or calibration

- The identification of the test engine or vehicle

- The emission test results

Detailed instructions regarding the use of the family and test information sheets are presented in the Chapter 2 of these instructions.

Output Report Details

The generation of an output report is automatically triggered by the EPA computerized data handling system when the certification information which a manufacturer provides by submitting a completed family or test CIS is entered into the data base.

This report will not be accurate if errors were made when the CIS was completed or when the information provided was entered into the computer data base.

Some of the resultant errors in the report will be obvious because they are outside of the acceptable ranges. In such cases, warning notes will be automatically added to the report. Other kinds of report errors will be apparent only to the manufacturer who submitted the information on the CIS.

To ensure that all types of report errors are corrected, all computer generated reports are forwarded to the submitting manufacturer for verification, and if necessary, for revision by the submission of correcting CIS forms.

CHAPTER 2

CERTIFICATION INFORMATION DATA FORMS

Family Information

Field	Description	Instructions
L01	Form	This entry has been completed.
L02	Process Code	Enter "N" -new submission or "C" -a correction.
L03	EPA Engine Family	Enter the EPA standardized engine family name.
L04	Manufacturer Engine Family	Only enter the manufacturer engine family name when it differs from the EPA stan- dardized engine family name.
L05	Corporate Name	Enter corporate name as it will appear on the certifi- cate of conformity.

L06	Number of Cylinders	Enter the number of engine cylinders.
L07	Displacement(s)	Enter the engine displacement in cubic centimeters: if more than one displacement in a family, enter the largest displacement first starting at the left.
L08	Fuel System Type	Enter "C" -carburetor and "F" -fuel injection systems.
L09	Method of Aspiration	Enter "N" -natural aspirated engines, and "T" -turbo-charged engines.
Field	Description	Instructions
L10	Family Sales	Enter the engine family projected sales for the model year.
L14	Family Models	Enter the vehicle model(s) contained in the engine family. If more than one model separate each model name with a semicolon (;).

Correcting The Family Information

When correcting or adding information to the family information sheet the first three fields (L01, L02, and L03) must be entered along with the field(s) being corrected or added. The complete field must be entered each time a correction or addition is made.

Test Information

Field	Description	Instructions
L101	Form	This entry has been completed.
L102	Process Code	Enter "N" -new submission

or "C" -correction.

- L103 EPA Engine Family Enter the EPA standardized engine family name.
- L104 Data Set Number The data set number is assigned by the manufacturer. This number is used to identify the test information submitted within an engine family and must have a different number assigned to each set of test information submitted.

Field	Description	Instructions
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- | | | |
|------|------------------------------|--|
| L105 | Vehicle Model | Enter the model the test vehicle represents. |
| L106 | Displacement | Enter the test engine displacement in cubic centimeters. |
| L107 | Vehicle I.D. Number | Enter the test vehicle identification number. |
| L108 | Emission Control System | Enter the types of emission control system the test engine represent. Use "EM" -engine modification, "EGR" -exhaust gas recirculation, "AIR" -air injection, and "CAT" - catalytic converter, etc. Start at the left and enter all emission control systems. If additional control system identifications are needed please contact EPA. |
| L109 | Engine Code | Enter the test engine code (calibration). |
| L110 | Number Carburetors-Venturies | This field is to be completed only when the engine is carbureted. Starting at the left enter the number of carburetor(s) used on the |

engine and the number of
venturies each carburetor has.

L111	Rated Power (kw) @ Engine RPM	Enter starting at the left the rated power in kilowatts and the revolutions per minute the rated power occurs.
L112	Rated Torque (Nm) @ Engine RPM	Enter starting at the left the rated torque in newton meters and the revolutions per minute the rated torque occurs.
Field	Description	Instructions
L113	Data Type	Enter "C" -certification test data and "R" -running change test data.
L114	Equivalent Inertia Weight (kg).	Enter vehicle equivalent inertia weight in kilograms.
L115	Road Load (nt)	Enter the vehicle road load force in newtons.
L116	Transmission Type	Enter vehicle transmission type "M-5" manual five speed, "M-6" manual six speed, "A-4" auto- matic four speed, etc.
L117	N/V Ratio	Enter the quotient of engine speed in revolutions per minute divided by vehicle speed in kilometers per hour measured in the highest (i.e., lowest numerical) transmission gear.

Records L118 through L124 are for OFFICIAL TEST RESULTS.
DETERIORATION FACTORS. and CERTIFICATION LEVELS.

OFFICIAL TEST RESULTS shall be reported to the number of decimal places
contained in the applicable emission standards expressed to one additional significant figure.

DETERIORATION FACTORS shall be reported to three places to the right of the
decimal point. (Ref: 40 CFR 86.432-78
(d))

CERTIFICATION LEVELS to compare with the emission standards shall be reported to the same number of significant figures as contained in the applicable standards.

Correcting The Test Information

When correcting or adding information to the test information sheet the first four fields (L101, L102, L103 and L104) must be entered along with the field(s) being corrected or added. The complete field must be entered each time a correction or addition is made.

Motorcycle Certification Information Sheet, Family Information = File CD8819_1.PCX

Motorcycle Certification Information Sheet, Test Information = File CD8819_2.PCX